



ALBANY PORT DISTRICT COMMISSION
MINUTES OF A REGULAR MEETING
FEBRUARY 23, 2022

Due to the pandemic the February 23, 2022 Board of Commissioners meeting was held remotely pursuant to the amended legislation under the NYS Open Meetings Law. Prior to the meeting being called to order General Counsel Jordan noted that the meeting was being recorded and transmitted via on-line video. Chairperson Steffens called the meeting to order. In attendance were Commissioners Abriel, Cinquanti, Coffey and Tagliento. Also present were CEO Hendrick, General Counsel Jordan, CCO Daly, CFO Stuto, DSI Skubon, Director of Security Williams, Deputy Director of Security Teller and Administrative Assistant DiLillo.

Chairperson Steffens introduced the minutes of the January 26, 2022 Commission meeting. No changes were made to the minutes. Chairperson Steffens called for a motion to approve the minutes. A motion was made by Commissioner Abriel, seconded by Commissioner Coffey, and passed unanimously.

Chairperson Steffens introduced the minutes of the February 15, 2022 Special Commission meeting. Commissioner Coffey recommended that the minutes be amended to include discussions that took place related to the Board's recommendation that the initial RFP be amended to include tree cutting services only. The Board concurred with Commissioner Coffey's recommendation. Chairperson Steffens called for a motion to approve the minutes of the February 15, 2022 with amendment. A motion was made by Commissioner Coffey, seconded by Commissioner Abriel, and passed unanimously.

PUBLIC COMMENT

There were no public comments.

FINANCIAL UPDATE

CFO Stuto presented the financials as of January 31, 2022. She reported that revenue is close to budget. Total operating expenses has a positive variance of just under \$50,000. Payroll and

fringe benefits are high for January as budgeted, due to the inclusion of the annual NYS Retirement payment. Depreciation expenses continue to be under budget, due to Warehouse C not being in service yet. Close to budget in change to net position, just under by \$71,000.

CFO Stuto reported that the end of the year audit is currently taking place. UHY has already began to draft the financials and will address discussion points. CFO Stuto noted that the audit process is on target and presentation of the final audit of financial statements will take place at the March 23rd Audit Committee meeting.

CFO reported that Port staff continues to work on the implementation with Sage Intact. It has been a smooth transition from last year to the beginning of this year. Currently staff and vendor are working on the project tracking, dashboard, fixed assets and fine tuning of processes in order to fully utilize the system.

CEO UPDATE

CEO Hendrick updated the Board on the following:

- Port staff continues to meet with County Legislators federal and state agencies and various neighborhood groups to address matters related to the South End neighborhoods. CEO Hendrick noted that some meetings are being held later in the day to make it more convenient for residents to attend.

CEO Hendrick provided the Board with the Ships and Barges, Tonnage and Longshore Hours Report for January 2022. He reported that ships and barges are up 33% from this time last year. Tonnage is down slightly and longshore hours are down by 50% from this time last year, mainly due to a particular steel plate ship that came in January 2021. CEO Hendrick anticipates the longshore hours to even out by the end of February. He also noted that two steel ships have come into the Port this week and the customer is considering utilizing the Port of Albany as its home port.

Chairperson Steffens asked if the APDC has been asked to support any applications for the City's Federal COVID grant money as it relates to workforce development?

CCO Daly responded that Port staff has been coordinating with Capital Region BOCES on a concept related to the South End and a workforce development center. An application has not yet been submitted, but a follow-up meeting related to funding is scheduled to take place within the next few weeks. The Port team as well as the offshore wind project partners have provided support to the Center for Economic Growth and NYSERDA for federal funding related to building workforce development efforts, which is currently in the application process.

REAL PROPERTY/DEVELOPMENT UPDATE

CCO Daly reported that Port staff participated recently in a South End Neighborhood Association meeting at which they provided a presentation on the expansion project. They covered project updates which included land use information, project size, distance from the community and timing. Most questions focused on employment opportunities and local hiring. The expansion project is on the agenda at the next Town of Bethlehem's Planning Board meeting. The Port team along with the project engineer, design team and permitting team have been working on addressing all questions and comments from various agencies in order to have all documentation complete.

**HUDSON RIVER TRADING GAME & NAVIGATING
THE SEAS PROGRAM SPONSORSHIP**

Chairperson Steffens presented Resolution 6-2022 relating to Cherry Hill's request for sponsorship of the Hudson River Trading Game & Navigating the Seas Program (21/22SY). She noted that this request complies with the Port's Sponsorship Policy. Chairperson Steffens called for a motion to approve Resolution 6-2022. A motion was made by Commissioner Cinquanti, seconded by Commissioner Tagliento and passed unanimously.

EXECUTIVE SESSION

Chairperson Steffens called for a motion to enter into Executive Session for the purpose of discussing the proposed sale, acquisition or lease of real property. A motion was made by Commissioner Cinquanti, seconded by Commissioner Abriel and passed unanimously.

No action was taken during Executive Session. The regular meeting resumed.

OTHER BUSINESS

No other business for discussion.

NEXT MEETING

Chairperson Steffens informed all those in attendance that the **next meeting of the APDC Board of Commissioners will be on Wednesday, March 23, 2022 immediately following the Audit Committee meeting held at 12:00 p.m.**

Chairperson Steffens called for a motion to adjourn the meeting. A motion was made by Commissioner Coffey, seconded by Commissioner Tagliento and passed unanimously. The meeting was adjourned.